

LAYHAM PARISH COUNCIL

**Minutes of the meeting of the Council held at 7.30pm on
Wednesday 28 August 2019 in the Village Hall**

Present: Charlotte Britton - Chairman (CB)
Jane Cryer - Clerk (JC)
John Curran (JDC)
Bill Paton (BP)
David Pratt (DP)
Sheila Roberts (SR)
Tony Stenning (TS)
Michael Woods - Vice Chairman (MW)

In attendance: John Ward, Babergh DC (JW)
Parishioner

Apologies: Gordon Jones, Suffolk CC (GJ)

19.8.1 APOLOGIES

See above.

19.8.2 DECLARATIONS OF INTEREST

None.

19.8.3 PUBLIC FORUM

The parishioner present said that interest had been expressed in having a seat on Blacksmith's Corner in Lower Layham for use by cyclists (Lower Layham was on the National Cycle Route) and walkers passing through the village. The Queen's Head charity had offered to fund the purchase of a seat, with volunteers doing some of the work. Suffolk CC required a licence to be purchased as it owned the land; the cost of this was in the region of £50, but if the PC made the application it appeared the charge might be waived. It was agreed to discuss this further at the September meeting; in the meantime, TS volunteered to find out more about the licence etc.

19.8.4 ADJOURNMENT TO RECEIVE WRITTEN REPORTS FROM OUTSIDE BODIES

19.8.6.1 District Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. JW said he would welcome feedback on the draft Joint Local Plan consultation process (see minute 19.8.11). The new arrangements for bin collections were working well, following a few initial teething problems. Work to build a new swimming pool at the Hadleigh Leisure Centre was scheduled to start at the end of August.

19.8.6.2 County Council report

A written report had been circulated prior to the meeting, a copy of which is filed with these minutes. Referring to EDF Energy's Sizewell C Stage 4 pre-application consultation, JDC wondered whether there was likely to be an impact on the Layham area – for instance, additional pylons; if so, he would be willing to be involved in the consultation process. JC would email GJ to ask if there was any further information. Referring to the Green Access Strategy consultation, MW said this was quite short notice; JC would ask whether the deadline of 20 September could be extended. JC also circulated information about the Ipswich Northern Route consultation - the deadline for responses to this was 13 September. It was agreed to ask GJ and JW if they were able to provide advance notice of any future consultations. It was noted that individuals could also respond to consultations.

19.8.5 MINUTES OF PREVIOUS MEETING

It was proposed by JDC, seconded by TS and agreed that the minutes of the meeting held on Thursday 17 July 2019 should be accepted as an accurate record, and signed accordingly.

19.8.6 ACTIONS FROM PREVIOUS MEETINGS

Most of the actions were either ongoing or were on the agenda. There were updates on the following:

19.8.6.1 Footpath between Upper Layham and Hadleigh

As agreed at the last meeting, CB had reported the issue of overgrown vegetation. She had received a response saying 'it was not a problem'; however, in the meantime SCC had cleared part of the area, although the rubbish had not been taken away.

19.8.6.2 Footpath from Church Lane to Waterhouse Farm

The footpath had now been cut. However, several parishioners had commented on the fact that horses were now occupying the field at the Church Lane end and there was no warning sign or barrier separating them from the footpath. TS would speak to the landowner.

19.8.6.3 Website

As agreed at the last meeting, JC would ensure that in future finance reports were attached to the minutes on the website.

19.8.6.4 SCC Community Self-Help Scheme

JC had sent the letter drafted by MW to the Minister for the Environment and had also submitted a list of queries to SCC, as agreed at the last meeting. SCC had offered to host a meeting to discuss this further; JC would reply to say CB, MW and SR would like to accept.

19.8.6.5 Planning training

JC said Raydon PC was looking at a date in late October for the in-house planning training session and would be happy for Layham to participate; the cost would be pro rata according to how many councillors were interested. She would confirm the date as soon as possible.

19.8.7 FINANCIAL MATTERS

19.8.7.1 RFO's report

It was proposed by MW, seconded by TS and agreed unanimously that the finance report for 28 August 2019 should be approved and payments of £483.44 authorised. It was noted that a VAT refund of £1773.21 had been received. Section 106 funding of £6095.70 had also been received in respect of the new play equipment on the playing field.

19.8.8 REPORTS FROM COUNCILLORS

19.8.8.1 Speeding

The working group had met on 19 August and the update report was noted. JDC emphasised the need to have a survey carried out as soon as possible to provide data. In response to a question from CB, BP said the survey would help to prove that there was a problem and action was needed. He agreed that parishioners' perceptions were important, but the case could only be proved to SCC if hard data was available. JDC confirmed that the survey would be 'blank', ie no registration numbers would be recorded. JC would send the working group's report to GJ and Mary Evans, and would ask for the survey to be carried out before the next PC meeting if possible, which it was hoped Mary Evans would be able to attend. BP suggested drafting an interim communication to parishioners in order to keep them updated; it was agreed to do this once a date for the survey had been confirmed.

19.8.9 POLICY REVIEWS

19.8.9.1 Risk Registers

It was agreed that councillors would email JC with suggested amendments/additions; she would then circulate the updated Risk Registers for approval at the September meeting.

19.8.9.2 Internal Controls Statement

It was proposed by MW, seconded by CB and agreed unanimously to approve the Internal Controls Statement for 2019/20.

19.8.10 EMERGENCY PLAN

JDC explained that the Emergency Plan communications tree required updating as there were new councillors and some of the ELVs did not wish to continue. He suggested the following changes, which would make sense logistically:

- DP should take on Steve Laing's group
- TS should take on DP's group
- BP should take on MW's group
- MW should take on Ron Gunn's group (RG had agreed to continue as an ELV)

It was agreed that JDC would update the communications tree and recirculate it for comment before the next meeting. JC would send the whole Emergency Plan to BP and TS. It was agreed to hold an Emergency Plan session in the autumn for everyone involved.

19.8.11 BABERGH & MID SUFFOLK DRAFT JOINT LOCAL PLAN CONSULTATION

The deadline for responding to the draft Joint Local Plan consultation had been extended to 30 September. Several drop-in events had been scheduled; there was one in Hadleigh on Wednesday 4 September which CB and MW would attend, with other councillors attending if possible. The consultation would be an agenda item for the September meeting.

19.8.12 COUNCILLORS' ROLES & RESPONSIBILITIES

Following a discussion, JC would update the document and recirculate it for adoption at the September meeting.

19.8.13 AUTUMN LITTER PICK / SPRING CLEAN

It was agreed that this would take place on Saturday 26 October.

19.8.14 CORRESPONDENCE

19.8.14.1 Lay-by at the top of Rands Road

For some time there had been an issue with rubbish being dumped and youths using the lay-by at weekends and leaving empty cans etc; the gravel pit company had now placed blue 'bollards' and a steel 'no entry' sign in the lay-by to prevent this. Although not particularly aesthetically pleasing, this action was welcomed.

19.8.14.2 Benton Street footpath

A stretch of the footpath had been widened as part of the building development at the old Hadleigh Building Supplies site. It was agreed to write to the developer to say councillors were pleased that this had made the footpath safer for pedestrians and were wondering whether there were any plans to extend the widening.

19.8.14.3 Allotments

One of the tenants had reported some produce and a cloche had been stolen from their allotment; the other allotment holders had been alerted.

19.8.15 CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING

None.

19.8.16 DATE OF NEXT MEETING

7.30pm on Wednesday 18 September 2019, in the Village Hall.

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